

EARLY HEAD START TIP SHEET

No. 4

What is the working definition of full day? When are part-day slots allowable in an Early Head Start program?

Response:

The hours of services should reflect the needs of the children and families within the community, and be based on the Community Assessment.

If the assessment clearly shows that part-day slots are needed, the program may make that option available.

Considerations:

- FY 2001 Funding Guidance, issued 12/00, states “in using the term ‘full-day, full-year services,’ we are referring to programs that respond to the varied schedules of families in which parents are working or making the transition to work. This does not necessarily mean that programs should design to serve all enrollees for 8 hours a day, 52 weeks a year. A variety of different schedules may be needed to assist parents who have part-time jobs or are in training and educational programs. Also, the hours a specific family needs services may change over the course of the year. Many Head Start programs have developed innovative and flexible designs to meet these varied needs.”
- The Program Information Report (PIR), dated March 13, 2003, states that more than two-thirds (33,223 of 46,805 federally funded) of the Early Head Start families need full-day, full-year services.
- State Child Care Regulations may be used to determine what is considered a part or full day of service.

Performance Standards, Title 45, Code of Federal Regulations:

- **1305.3(d)** The Early Head Start and Head Start grantee and delegate agency must use information from the Community Assessment (2) to determine the type of services that are most needed and the program option(s) that will be implemented.
- **Sec. 648. [42 U.S.C. 9843] (c)(6)** In allocating resources for technical assistance and training, the secretary shall assist Head Start agencies in developing and implementing full-working-day and full-calendar-year programs where community need is clearly identified and making the transition to such programs, with particular attention to involving parents and programming for children throughout the day.

- **1306.3(e)** A full-day variation means a variation of the center-based program option in which program operations continue for longer than six hours per day.
- **1306.32(2)** Programs are encouraged to meet the needs of Head Start families for full day services by securing funds from other agencies.

Resources:

Brush, Lorelei Ph.D; Deich, Sharon; Traylor, Kerry; and Pindus, Nancy (March 1995) **Options for Full-Day Services for Children Participating in Head Start.** This report was prepared by staff of Pelavin Research Institute and The Urban Institute under contract to the Office of the Assistant Secretary for Planning and Evaluation, U.S. Department of Health and Human Services.

Paulsell, Diane, Kisher, Ellen (Feb/March 2002) ***Quality Care for Low-Income Infants and Toddlers: A Study of Community Strategies.*** ZERO TO THREE Vol. 22 No 4: Washington DC.

(March 2002) **Partnerships for Quality: Improving Infant-Toddler Child Care for Low-Income Families** prepared for the Child Care Bureau by Zero To Three and Mathematica Policy Research, Inc.

QUILT: Quality in Linking Together. <http://www.quilt.org/> or 1-877-867-8458. This project provided information and TA support on Head Start/Child Care partnerships.

NACCRRRA: National Association for Child Care Resource and Referral Agencies. NACCRA'S mission is to provide vision, leadership, and support to community child care resource and referral and to promote national policies and partnerships committed to the development and learning of all children.
<http://www.naccrra.org/>

Community Assessment

State Child Care Regulations

Local Child Care Community

03/03

The Tip Sheet is not a regulatory document. Its intent is to provide a basis for dialogue, clarification, and problem solving among the Head Start Bureau, Regional Offices, T & TA consultants, and grantees.